

Mason

ACS Clerk (Front Office) (T)

ACS Clerk (Front Office)

ACS Clerk (Back Office) (T)

ACS Clerk (Back Office)

Narcotics Investigator

Plumber

Project Management Specialist (Climate Change Adaptation) (T)

Project Management Specialist (Climate Change Adaptation)

FSN#2011/121

Mason

OPEN TO: All Interested Candidates

POSITION: Mason, FSN-5; FP-9

OPENING DATE: November 4, 2011

CLOSING DATE: December 1, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-9
Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of Mason in its Facilities Management (FM), located at Rajdamri Compound, American Embassy Bangkok.

BASIC FUNCTION OF POSITION:

To perform full journeyman level in masonry and building construction trade and duties involved in daily maintenance, repair and construction work of concrete floor, surfaces and pavements, masonry walls or masonry structures, wall tiles and floor tiles of the buildings and facilities maintained by the post. Work includes removal of concrete or masonry structures, alteration, rehabilitation and restoration of the buildings and facilities of the post.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post “Additional Selection Criteria” at the beginning of the “Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees” or on the Bulletin Board in HR or on the Website.

(1) Completion of High School; (2) Two-year experience in building construction work; (3) Level II (Limited Knowledge) speaking/reading/writing English and Thai; (4) Must be able to operate various hand tools, power equipment, and instrument; (5) Ability to drive and possess a valid Thai driver’s license.

PLEASE ATTACH A COPY OF TRANSCRIPT AND A VALID THAI DRIVER’S LICENSE.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

SUBMIT APPLICATION TO:

Regional Human Resources Office, Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
E-mail: bkkrecruitment@state.gov Fax: 02-205-4928

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: December 1, 2011

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FSN#2011/122 (T)

ACS Clerk (Front Office)

OPEN TO: All Interested Candidates

POSITION: ACS Clerk (Front Office), FSN-4; FP-AA

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-AA
Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for the position of ACS Clerk (Front Office) in its Consular Section located 120-122 Wireless Road Lumpini Pathumwan Bangkok.

BASIC FUNCTION OF POSITION:

Receive information from telephone inquirers, service clients, and senior colleagues about American Citizen services primarily related to non-emergency matters such as passport and federal benefit applications and respond by answering basic questions and referring other matters to appropriate resources. Provide clerical and operational support for completion of non-emergency citizen service tasks.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFM's and MOH's, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFM's), Eligible Family Members (EFM's), Members of Household (MOH's) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Two years of post-secondary education (high vocational school equivalent); (2) At least one year of administrative/government service/para-professional in Consular operations or another field involving customer service; (3) Level 4 (Fluent) speaking/reading/writing English and Thai is required; (4) Must pass or demonstrate ability to pass the FSI Passport and Citizenship service correspondence courses, and Protecting Privacy/PII correspondence course before being eligible for the full performance level; (5) Must have good computer skill.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFM's) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: November 24, 2011

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FSN#2011/122

ACS Clerk (Front Office)

OPEN TO: All Interested Candidates

POSITION: ACS Clerk (Front Office), FSN-5; FP-9

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-9
Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of ACS Clerk (Front Office) in its Consular Section located 120-122 Wireless Road Lumpini Pathumwan Bangkok.

BASIC FUNCTION OF POSITION:

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(1) Two years of post-secondary education (high vocational school equivalent); (2) At least one year of administrative/government service/para-professional in Consular operations or another field involving customer service; (3) Level 4 (Fluent) speaking/reading/writing English and Thai is required; (4) Must successfully pass the FSI Passport and Citizenship service correspondence courses, and Protecting Privacy/PII correspondence course; (5) Must have good computer skill.

SELECTION PROCESS:

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CLOSING DATE FOR THE POSITION: November 24, 2011

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FSN#2011/123 (T)

ACS Clerk (Back Office)

OPEN TO: All Interested Candidates

POSITION: ACS Clerk (Back Office), FSN-4; FP-AA

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-AA
Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for the position of ACS Clerk (Back Office) in its Consular Section located 120-122 Wireless Road Lumpini Pathumwan Bangkok.

BASIC FUNCTION OF POSITION:

Provide clerical and operational support for completion of special citizen service tasks. Receive information from telephone inquirers, service clients, and senior colleagues about American Citizen services primarily related to special citizen services such as arrest, death, welfare and whereabouts, and crime victim situations and respond by answering basic questions and referring other matters to appropriate resources.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFM's and MOH's, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFM's), Eligible Family Members (EFM's), Members of Household (MOH's) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Two years of post-secondary education (high vocational school equivalent) ; (2) At least one year of administrative/government service/para-professional in Consular operations or another field involving customer service; (3) Level 4 (Fluent) speaking/reading/writing English and Thai is required; (4) Must pass or demonstrate ability to pass the FSI Passport and Citizenship service correspondence courses, and Protecting Privacy/PII correspondence course before being eligible for the full performance level; (5) Must have good computer skill.

SELECTION PROCESS:

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CLOSING DATE FOR THE POSITION: November 24, 2011

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FSN#2011/123

ACS Clerk (Back Office)

OPEN TO: All Interested Candidates

POSITION: ACS Clerk (Back Office), FSN-5; FP-9

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-9
Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of ACS Clerk (Back Office) in its Consular Section located 120-122 Wireless Road Lumpini Pathumwan Bangkok.

BASIC FUNCTION OF POSITION:

Provide clerical and operational support for completion of special citizen service tasks. Receive information from telephone inquirers, service clients, and senior colleagues about American Citizen services primarily related to special citizen services such as arrest, death, welfare and whereabouts, and crime victim situations and respond by answering basic questions and referring other matters to appropriate resources.

QUALIFICATIONS REQUIRED:

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(1) Two years of post-secondary education (high vocational school equivalent); (2) At least one year of administrative/government service/para-professional in Consular operations or another field involving customer service; (3) Level 4 (Fluent) speaking/reading/writing English and Thai is required; (4) Must successfully pass the FSI Passport and Citizenship service correspondence courses, and Protecting Privacy/PII correspondence course; (5) Must have good computer skill.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: November 24, 2011

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FSN#2011/124

Narcotics Investigator

OPEN TO: All Interested Candidates

POSITION: Narcotics Investigator, FSN-10; FP-5 (Step 5 thru 14)

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-5 (Step 5 thru 14)
Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Narcotics Investigator in its Drug Enforcement Administration (DEA), located in Chiang Mai.

BASIC FUNCTION OF POSITION:

Conduct complex and sensitive investigations which target high level traffickers and acts as control agent who is responsible for all aspects of the investigation. Prepare written reports of the investigation, participates in planning cases and keeps the Resident Agent in Charge advised of the status of cases. Analyses Intelligence gathered from informants and helps recruit new sources of intelligent. Establishes and

maintains effective liaison between DEA and the Royal Thai counterparts in operational, as well as institutional building social situations.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post “Additional Selection Criteria” at the beginning of the “Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees” or on the Bulletin Board in HR or on the Website.

(1) Bachelor’s Degree in political or social science, public administration or related discipline; (2) Minimum three years’ experience in law enforcement, investigative or other related work; (3) Level IV (Fluency) in speaking/reading/writing English and Thai; (4) Must have knowledge of Thai narcotics laws, U.S. laws and legal proceedings related to drug enforcement matters; (5) Ability to use Microsoft Word, Excel and internet as well as knowledge of camera, video, two ways radio and technical equipment used during sensitive operations; (6) Must be able to drive and possess a valid Thai driver’s license.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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PLEASE ATTACH A COPY OF TRANSCRIPT AND TOEIC SCORE REPORT

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CLOSING DATE FOR THE POSITION: NOVEMBER 24, 2011

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FSN#2011/126

Plumber

OPEN TO: All Interested Candidates

POSITION: Plumber, FSN-5; FP-9

OPENING DATE: November 11, 2011

CLOSING DATE: November 24, 2011

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-9
Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of Plumber in its Facilities Management (FM), located at Rajdamri Compound, American Embassy Bangkok.

BASIC FUNCTION OF POSITION:

To perform at journeyman level in plumbing trade and installation. Duties involve renovation, modification, preventive maintenance & repair, rebuild of machines, equipment and components associated with the piping and plumbing systems; including sprinkler, water supply and waste water treatment system and extensive range of large and small plumbing equipments for various Government held properties.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFM's and MOH's, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFM's), Eligible Family Members (EFM's), Members of Household (MOH's) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Completion of Technical School or High School; (2) Two years of experience in maintenance, repair and installation of piping and plumbing; (3) Level II (Limited Knowledge) speaking/reading/writing English and Thai; (4) Must be able to operate various hand tools, power equipment, and instrument; (5) Ability to drive and possess a valid Thai driver's license.

PLEASE ATTACH A COPY OF TRANSCRIPT AND A VALID THAI DRIVER'S LICENSE.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFM's) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: November 24, 2011

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FSN#2011/113 (T)

Project Management Specialist (Climate Change Adaptation)

OPEN TO: All Interested Candidates (THAI Citizens)

POSITION: Project Management Specialist (Climate Change Adaptation), FSN-11 (Trainee)

OPENING DATE: November 10, 2011

CLOSING DATE: November 24, 2011

(This is an extension of announcement from October 13, 2011. Applications previously received will also be considered.)

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-11

The U.S. Embassy in Bangkok is seeking an individual for the position of Project Management Specialist (Climate Change Adaptation) in the U.S. Agency for International Development/Regional Environment Office (REO) located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Responsible for planning, developing, managing, monitoring, and reporting environmental activities and programs across Asia and the Pacific, consistent with the RDMA's priorities and USAID development objectives. A primary focus area for this position is addressing climate change-related challenges, particularly with respect to climate change adaptation and increasing the adaptation capacity and resilience of communities and countries to the negative impacts of climate change in Asia and the Pacific.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

(1) Master's Degree or equivalent in at least one of the following subject areas: climate change; environmental or ecosystem sciences; civil, environmental or irrigation engineering; architecture; disaster risk management sciences; earth and general sciences including chemistry, geography, geology, hydrology, meteorology, physics, oceanography, or geophysical sciences; life sciences including agriculture, biology, botany, zoology, marine biology, medical doctor, public health, or veterinary medicine; natural resources management including forestry, water resources, marine resources, or coastal environments; urban and/or regional planning; sociology, socio-anthropology or socio-geography; or, public policy, political science, governance, or economics; (2) At least six years of program or project management experience in addressing environmental issues, with at least three years of this experience in climate change adaptation and resilience, or a climate change/disaster risk reduction -related field such as water supply & sanitation, flood mitigation, urban planning, watershed management (including payments for ecosystem services); (3) Level IV (Fluent)

speaking/reading/writing in English and Thai; (4) Must have demonstrated knowledge and understanding of the critical threats and negative impacts facing Asia due to climate change; (5) Must have the demonstrated capability to design and implement environment programs in a development context and to collaborate with diverse stakeholders and partners; (6) Must possess excellent communication skills and strong presentation skills.

SUBMIT APPLICATION TO:

Regional Human Resources Office

Attention: Recruitment

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CLOSING DATE FOR THE POSITION: November 24, 2011

FSN#2011/113

Project Management Specialist (Climate Change Adaptation)

OPEN TO: All Interested Candidates (THAI Citizens)

POSITION: Project Management Specialist (Climate Change Adaptation), FSN-12

OPENING DATE: November 10, 2011

CLOSING DATE: November 24, 2011

(This is an extension of announcement from October 13, 2011. Applications previously received will also be considered.)

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of Project Management Specialist (Climate Change Adaptation) in the U.S. Agency for International Development/Regional Environment Office (REO) located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Responsible for planning, developing, managing, monitoring, and reporting environmental activities and programs across Asia and the Pacific, consistent with the RDMA's priorities and USAID development objectives. A primary focus area for this position is addressing climate change-related challenges, particularly with respect to climate change adaptation and increasing the adaptation capacity and resilience of communities and countries to the negative impacts of climate change in Asia and the Pacific.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

(1) Master's Degree or equivalent in at least one of the following subject areas: climate change; environmental or ecosystem sciences; civil, environmental or irrigation engineering; architecture; disaster risk management sciences; earth and general sciences including chemistry, geography, geology, hydrology, meteorology, physics, oceanography, or geophysical sciences; life sciences including agriculture, biology, botany, zoology, marine biology, medical doctor, public health, or veterinary medicine; natural resources management including forestry, water resources, marine resources, or coastal environments; urban and/or regional planning; sociology, socio-anthropology or socio-geography; or, public policy, political science, governance, or economics; (2) At least seven years is required of program or project management experience in addressing environmental issues, with at least three years of this experience in climate change adaptation and resilience, or a climate change/ disaster risk reduction -related field such as water supply & sanitation, flood mitigation, urban planning, watershed management (including payments for ecosystem services); (3) Level IV (Fluent) speaking/reading/writing in English and Thai; (4) Must have demonstrated knowledge and understanding of the critical threats and negative impacts facing Asia due to climate change; (5) Must have the demonstrated capability to design and implement environment programs in a development context and to collaborate with diverse stakeholders and partners; (6) Must possess excellent communication skills and strong presentation skills.

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CLOSING DATE FOR THE POSITION: November 24, 2011

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